# IT Council Minutes
## Carrington Hall 203
## February 7, 2017

**Members Present:** Jeff Morrissey, Greg Rainwater, Paul Majkut, Gloria Galanes, Cynthia MacGregor, Rob Moore, Sarah Caldwell, Kevin Piercy, Tom Peters, Robert Hornberger

**Members Absent:**  Jessen Miller

**Guests:**  Abdillahi Dirie (attending for Jessen Miller), Ian Alaimo, Brian Leas, Julie Masterson

The IT Council Meeting was called to order at 3:01 p.m. and the Council Chair determined a quorum was present.

Minutes from the November 1, 2016 meeting were reviewed.  Greg Rainwater moved to approve the minutes.  Gloria Galanes seconded the motion, all approved and the motion carried.

## Learning Management System Advisory Committee (LMSAC) update – Julie Masterson

Julie distributed the document entitled "Report of LMS Advisory Committee for IT Council - February, 2017" and reviewed the report with council members.
A brief discussion on Blackboard site access for replacement instructors in the absence of a full-time faculty member or per course faculty member.  Julie also discussed the use of Blackboard Collaborate as a videoconferencing option.  The council decided that a survey of the faculty members regarding preference towards videoconferencing options is not needed at this time.

## Student Technology Usage Fee (STUF) West Plains Campus – Paul Majkut

Paul delivered a presentation to council members titled "Student Technology Usage Fee (STUF) MSU-West Plains Campus".  The presentation contained the eligibility for funding, prioritization of funding, criteria to begin the formal proposal process for funding, as well as a proposal and request for funding for projects that benefit less than 100% of students.  The FY16 STUF Budget Summary was compared to the FY17 Estimated Budget Summary.  Concerns regarding lifecycle costs and upcoming budgets cuts were addressed as the Estimated FY17 Funding was detailed.  A copy of this presentation will be included in the IT Council Minutes Archive for review.

**Classroom High-Density Wireless Project - Phase Two** – Jeff Morrissey, Greg Rainwater

Jeff updated council members as to the phase two activities of the Classroom High-Density Wireless Project. The phase two expansion is being funded by the Information Services division and the Office of the Provost, and will begin by improving the wireless connectivity in Meyer Library before moving on to additional buildings. The Instructional Technology Advisory Committee will recommend a list of buildings for future expansion.

**Instructional Technology Advisory Committee (ITAC) items** – Jeff Morrissey, Kevin Piercy, Ian Alaimo, Brian Leas

Jeff distributed the document entitled "Instructional Technology Advisory Committee (ITAC) Major Initiative and Action Items for 2016-17" and reviewed the report with council members. The major initiative involves expanding and enhancing the capabilities of the university's technology-enhanced classrooms and related support services and includes the following action items:

- Conduct a review of all technology-related classrooms and determine if standards are met
- Begin upgrading wireless access to support increased density needs in technology-enhanced classrooms
- Ensure the university's resource scheduling system contains accurate information concerning instructional technology assets
- Identify lifecycle-funding issues and develop a plan to address predicted shortcomings

Jeff then distributed the document entitled "IT Council – Instructional Technology Advisory Committee: Charge and Membership – February 2017" and reviewed the document with council members. Kevin discussed the specific charges for the Instructional Technology Advisory Committee (ITAC), which include the following:

- Determine system-wide instructional technology needs
- Recommend system-wide classroom instructional technology standards
- Determine the level of support services for instructional spaces that can/should be provided and develop a plan to address stakeholder needs
- Develop multi-year plan for Student Computer Usage Fee (SCUF) Instructional Technology budget
- Develop and maintain an inventory of the instructional technology contained in the university's technology-enhanced classrooms
- Contribute to the success of the university's 2016-21 long-range plan and strategic information technology plans
- Compile regular reports of the committee's work and progress

After a brief discussion, Gloria Galanes made a motion to approve the new charge and the solicitation of new members for IT Council. Paul Majkut seconded the motion, all

approved and the motion carried.

Ian distributed the document entitled "Instructional Technology Advisory Committee FY 2017 Quarterly Report" and reviewed the report with council members. An update on the remaining projects for FY17 will be included in the next quarterly report from the advisory committee.

**New business** – None

Gloria Galanes motioned to adjourn the meeting. Rob Moore seconded the motion, all approved and the motion carried. Meeting adjourned at 4:25 p.m.